

CalATERS-Global Expense Summary

REPORT INFORMATION

Name Marcy J Mandel
Expense Dates 01/15/14-01/16/14
Form ID TEA000261625
Approver Richard J Chivaro
Start Date/Time 01/15/14 / 0830
End Date/Time 01/16/14 / 2100
Trip Location Sacramento
Purpose of Trip Official SCO business. BOE mtg 1/16.
Authorization #/ Trip # /

REPORT TOTALS

Report Total 714.10 USD
Department Paid 494.92 USD
Advance Schedule Amount 0.00 USD
Amount Due Employee 219.18 USD

**** Charges are in USD unless otherwise noted**

EXPENSE DATA SUMMARY

| Date | Expense Item | Amount | Payment Type | Country | Ex. Rate | Charge to | USD |
|----------|-----------------------|--------|-----------------|-------------------|----------|-----------|--------|
| 01/15/14 | Airfare - Commercial | 208.89 | Department Paid | United States (US | 1.00 | | 208.89 |
| 01/15/14 | Lodging | 109.25 | Cash | United States (US | 1.00 | | 109.25 |
| 01/15/14 | Lunch | 11.00 | Cash | United States (US | 1.00 | | 11.00 |
| 01/15/14 | Dinner | 23.00 | Cash | United States (US | 1.00 | | 23.00 |
| 01/15/14 | Parking, Auto | 8.00 | Cash | United States (US | 1.00 | | 8.00 |
| 01/15/14 | Personal Auto Mileage | 5.60 | Cash | United States (US | 1.00 | | 5.60 |
| 01/15/14 | Incidentals | 5.00 | Cash | United States (US | 1.00 | | 5.00 |
| 01/16/14 | Airfare - Commercial | 208.89 | Department Paid | United States (US | 1.00 | | 208.89 |
| 01/16/14 | Auto/Car Rental | 77.14 | Department Paid | United States (US | 1.00 | | 77.14 |
| 01/16/14 | Gasoline | 2.73 | Cash | United States (US | 1.00 | | 2.73 |
| 01/16/14 | Breakfast | 7.00 | Cash | United States (US | 1.00 | | 7.00 |
| 01/16/14 | Lunch | 11.00 | Cash | United States (US | 1.00 | | 11.00 |
| 01/16/14 | Dinner | 23.00 | Cash | United States (US | 1.00 | | 23.00 |
| 01/16/14 | Parking, Auto | 8.00 | Cash | United States (US | 1.00 | | 8.00 |
| 01/16/14 | Personal Auto Mileage | 5.60 | Cash | United States (US | 1.00 | | 5.60 |

Expense Sub-Totals

Auto/Car Rental 77.14
Airfare - Commercial 417.78
Gasoline 2.73
Parking, Auto 16.00
Breakfast 7.00
Dinner 46.00
Lunch 22.00
Incidentals 5.00
Lodging 109.25
Personal Auto Mileage 11.20

Review Items - Exceptions and Questions

| Text | Response | Policy |
|------|----------|--------|
|------|----------|--------|

CalATERS-Global Expense Summary

Approvers should verify lodging was obtained in a designated high cost county.

46new

Did you obtain prior written approval to exceed the maximum allowed?

No PML 2013-26.

#46a DPA
required - Lodging

**CalATERS-Global
Expense and Miscellaneous Detail**

| EXPENSE DETAIL SUMMARY | | | | | | |
|------------------------|-----------------------|--------|--------------|---------|----------|------------------|
| Date | Expense Item | Amount | Expense is | Purpose | Category | Receipt Required |
| 01/15/14 | Airfare - Commercial | 208.89 | Reimbursable | | | Yes |
| 01/15/14 | Lodging | 109.25 | Reimbursable | | | Yes |
| 01/15/14 | Lunch | 11.00 | Reimbursable | | | No |
| 01/15/14 | Dinner | 23.00 | Reimbursable | | | No |
| 01/15/14 | Parking, Auto | 8.00 | Reimbursable | | | No |
| 01/15/14 | Personal Auto Mileage | 5.60 | Reimbursable | | | No |
| 01/15/14 | Incidentals | 5.00 | Reimbursable | | | No |
| 01/16/14 | Airfare - Commercial | 208.89 | Reimbursable | | | Yes |
| 01/16/14 | Auto/Car Rental | 77.14 | Reimbursable | | | Yes |
| 01/16/14 | Gasoline | 2.73 | Reimbursable | | | Yes |
| 01/16/14 | Breakfast | 7.00 | Reimbursable | | | No |
| 01/16/14 | Lunch | 11.00 | Reimbursable | | | No |
| 01/16/14 | Dinner | 23.00 | Reimbursable | | | No |
| 01/16/14 | Parking, Auto | 8.00 | Reimbursable | | | No |
| 01/16/14 | Personal Auto Mileage | 5.60 | Reimbursable | | | No |

Cars used for Business Travel

Vehicle Type: Personal Auto Mileage